In order to meet program requirements and 100% compliance, Parts 1 - 4 need to be completed entirely:

- **ATTEND TOWN HALL MEETING - PART 1**
- **ATTEND TWO (2) IN PERSON WORKSHOPS - PART 2**
- **SUBMIT TWO (2) FALL 2017 EOP WORKSHOP SURVEYS - PART 3**
- **MEET WITH AN EOP ACADEMIC ADVISOR - PART 4**

All Educational Opportunity Program (EOP) students must complete specific requirements in order to maintain good program standing in EOP. The requirements are generally based on, but not limited, to the following: Fall/Spring term, class level, SJSU cumulative GPA and remedial requirement status. If all parts are not completed by the stated deadline, you will either be placed on EOP Probation at the end of the term, or you will be removed from EOP if you are already on EOP Probation.

Requirements are assigned at the beginning of each term. It is your responsibility to read, understand and complete all items listed on your specific plan by the deadlines listed. The deadlines to complete your requirements are firm. No extensions will be given. The workshop calendar, registration information, and survey are located online at sjsu.edu/eop/current-students/workshops/. Descriptions of each requirement are listed below.

### PART 1 – THE TOWN HALL REQUIREMENT
- Attend a Town Hall meeting session on either Monday, August 21 or Tuesday, August 22, 2017.
- If you are unable to attend a session, please submit a complete EOP Status Appeal form (located under Quick Links on sjsu.edu/eop). If you are submitting an appeal for work, travel or health reasons, supporting documentation is required along with your form and statement (see form for details), such as a copy of a travel itinerary.

### PART 2 – EOP WORKSHOP REQUIREMENTS
- Attend a total of two (2) EOP workshops in person by Friday, November 17, 2017.
- There are three tracks: Academic Success, Beyond the Degree, and Life Skills. You may choose which two workshops you attend, so long as they are from two different workshop tracks.
- The calendar of approved in-person workshops can be found on the EOP website. The calendar may be updated with additional workshops in the first few weeks of school.
- In-person workshops will run from Tuesday, September 5 – Friday, November 17, 2017.
- Other campus events that you attend that are not listed on the EOP calendar WILL NOT satisfy EOP plan requirements.

### PART 3 – FALL 2017 EOP WORKSHOP SURVEY REQUIREMENTS
- In order to receive credit for attending a workshop, you must complete the Fall 2017 EOP Workshop Survey by Sunday of the same week you attend an in-person workshop. The survey option for the in-person workshop will only be available the same week of the workshop.
- The Fall 2017 EOP Workshop Survey will close for the semester on Sunday, November 19, 2017 at 11:59pm.
- The Fall 2017 EOP Workshop Survey is used to determine completion of workshop requirements. Please ensure that you are entering your correct SJSU ID and name so that you receive proper credit.

### PART 4 – EOP ADVISING APPOINTMENT REQUIREMENT
- Students on Plan New SJSU Frosh are required to meet with their EOP Academic Advisor once during the Fall 2017 term by no later than Thursday, November 9, 2017.
- A GradesFirst appointment campaign will be sent out the first or second week of classes. Please make your appointments with your assigned EOP Academic Advisor only through the GradesFirst appointment campaign link.
- Drop-in appointments cannot be accommodated and will not count towards the requirement.
WORKSHOP REGISTRATION/CONFIRMATION

- Additional registration information online at: sjsu.edu/eop/current-students/workshops/workshopregistration/
- A workshop ticket through Eventbrite is required to attend each in-person workshop. Ticket links for workshops will become active one week prior to the workshop on Sunday at approximately 10am. For example, workshops that take place during the week of Sept. 11-15 become available for registration on Sept. 3. When viewing the EOP webpage for registration, if you cannot see the correct week’s workshops, you must REFRESH your browser.
- Ticket sales will close after capacity has been reached or on Thursdays at 8pm, whichever one occurs first.
- When ordering your ticket, make sure to enter your CORRECT email address; you will receive an automatic and immediate ticket confirmation from Eventbrite.
- To cancel your registration, please send an email at least 24 hours prior to the workshop to eop@sjsu.edu
- All students that want to attend the workshop (confirmed or walk-in) MUST arrive 20 minutes prior to the start of the workshop for check-in. Five (5) minutes prior to the start of a workshop, walk-in students will be allowed to attend if space is available. For example, if the workshop begins at 2pm, all confirmed attendees must arrive before 1:55pm. At 1:55pm walk-ins will be allowed to enter.
- If a student with a confirmation arrives after walk-ins have been allowed in, they will be allowed to attend only if there is space available.
- Workshops will begin right at their scheduled time. Late arrivals will NOT be accommodated for any reason. As a courtesy to the presenter and fellow participants, please arrive early.
- Confirmation of workshop completion will be emailed within approximately two to three weeks of submission.

EOP PROBATION

- If a student is not in good standing with EOP Plan Requirements, the student will be placed on EOP Probation and a hold will be placed on the EOP Grant for the following semester. The hold will not be removed until requirements have been completed and verified for all students at the end of the following semester. The hold does not affect your status as a SJSU student or affect your ability to register for classes.
- A second, consecutive semester of non-compliance with requirements will result in removal from EOP and a loss of services and the EOP Grant.
- EOP Probation status is separate from SJSU’s academic probation standing.